

MINUTES OF THE READING HOUSING AUTHORITY

The Regular Meeting of the Reading Housing Authority for the month of January was held at William W. Willis Center for Administration, 400 Hancock Boulevard, Reading, Pennsylvania on January 25, 2011.

Members of the staff attending were as follows: Mr. Daniel F. Luckey, Executive Director; Mr. Ronald J. Fioravanti, Deputy Executive Director; Mr. David C. Talarico, Maintenance Superintendent; Mrs. Audrey L. Wenrich, Administrative Assistant; Ms. Gloria J. Guard, Property Manager; Mr. Josh Smith, Property Manager; Mr. Frederick Prutzman, Building Construction Inspector; Mrs. Leonilda Feliciano, Resident Selection Supervisor; Mr. Charles K. Huckstep, Administrative Assistant; Mrs. Carolyn K. Bower, Section 8 Coordinator; Mrs. Stacey J. Keppen, Social Services Director; Mr. David R. Chlebowsky, Computer Systems Analyst; Mrs. Susan Rivera, Assistant Section 8 Coordinator and Mrs. Elaine K. Addesso, Executive Secretary. Attorney Edwin Stock, Solicitor for the Authority and Mr. Valdis Lacis, Reading Eagle Reporter, were also present.

Rev. Belinski, Acting Chairman called the regular meeting to order at 5:04 p.m., and upon roll call those present and absent was as follows:

Present: Rev. Steven Belinski
 Mr. Nelson De Leon
 Mrs. Rebecca Acosta

Absent: Mr. Eligio Colon, Jr.
 Mrs. Lillie Mathies

A motion was made by Mr. De Leon, and second by Mrs. Acosta, approving the minutes of the Regular Monthly Meeting held November 23, 2010. The motion was carried unanimously.

A motion was made by Mrs. Acosta, and second by Mr. De Leon approving the bills as submitted by Mr. Fioravanti for the period of November 11, 2010 thru January 14, 2011. The motion was carried unanimously.

The following balances in bank and on account were reported for the month of October 2010:

Fund	Cash or Checking	Investments	Escrow	Total
W-66 General	\$3,362,716.77	\$5,442,651.52	\$268,617.48	\$9,073,985.77
P-4628 General	148,755.07	228,008.30	0.00	376,763.37
P-15 General	3,774.99	805,763.25	74,079.57	883,617.81
Payroll	0.00	0.00	0.00	0.00
River Oak Apts.	15,378.43	0.00	40,500.32	55,878.75
Total	\$3,530,625.26	\$6,476,423.07	\$383,197.37	\$10,390,245.70

The following balances in bank and on account were reported for the month of November 2010:

Fund	Cash or Checking	Investments	Escrow	Total
W-66 General	\$6,144,949.62	\$5,403,865.05	\$268,617.48	\$11,817,432.15
P-4628 General	156,653.57	228,008.30	0.00	384,661.87
P-15 General	3,890.41	844,765.41	74,079.57	922,735.39
Payroll	0.00	0.00	0.00	0.00
River Oak Apts.	19,522.26	0.00	40,500.32	60,022.58
Total	\$ 6,325,015.86	\$6,476,638.76	\$383,197.37	\$13,184,851.99

A motion was made by Mrs. Acosta and second by Mr. De Leon that the Treasurer's Reports be accepted and filed. The motion was carried unanimously.

The Executive Director submitted the following report:

COMPREHENSIVE GRANT PROJECTS

219 - 2010 Capital Funds – This has been approved by HUD. As I mentioned before, HUD has been questioning our funding of the Police, Olivet Boys and Girls Club, the Wellness Program and other related services we provide to our residents. We have been providing these services out of our Capital Fund ever since HUD discontinued the Drug Elimination Program and we were told these were eligible work items.

STIMULUS FUNDING – The High Rise kitchen project is complete, for the most part, with some punch list items remaining.

Overall this went very well and the kitchens will serve us well over the coming years.

CO-GENERATION PLANT AT GLENSIDE – There has been a slight change in this project as it will now be rolled or wrapped into the next phase of the energy savings program as Honeywell has determined it will fit into their program. This is good news.

PARK PLACE ON PENN STREET PROJECT- We are still waiting for the economic climate and consumer interest to increase so we can sell more of these units. In addition, we are still working on an application that will give us the official condominium status that is necessary for banks to lend money for the purchase of these condos. As I understand, unless a bank is willing to hold onto a mortgage (i.e., keep it in its portfolio) they will sell the mortgage and unless the condo's have been approved by Fannie Mae, the mortgage cannot be sold. Therefore, it is in our best interest to apply for this and get the development approved officially as a condo project. This has been completed by Roland and Stock.

We have signed an agreement with a Realtor to market these units and hope when the market changes and the availability of financing, we will be ready to sell these units.

RIVER OAK APARTMENTS – Overall, River Oak is still having financial issues and have every expectation this will get better as we get a handle on the development and put it into the shape and condition we want our units to be in.

As the Board can see, our occupancy rate is in good shape and means that we are collecting money from rents so all of this bodes well for the future. We will continue to keep monitoring River Oak to ensure it becomes a success.

YOUTHBUILD PROGRAM – The 2011 YouthBuild program started and has a good number of participants. As I noted previously, the YouthBuild program created a classroom environment where they are or were teaching and showing the participant hands on training on how to do and complete all of the skills necessary to rehabilitate the kitchens and bathrooms.

However, an unexpected problem has arisen in that the current supervisor resigned and they are now without a supervisor, which could cause the program to fall apart. It is even more troubling in that the program just started a week ago and now we do not have anyone to supervise the program. I asked the Youth Build staff if they would be interested in paying one of our staff to be the lead person and manage this program to ensure continuity. From last year's program, our staff worked very closely with the Youth Build staff when the same problem occurred. I believe they will be able to not miss a beat and move the program right along.

I will keep you apprised of any new developments. Perhaps I should mention, we were notified of this on January 14th and the kids would be going into the units on Monday the 18th if it had not been a snow day. So, there is not much time before a decision needs to be made so they can continue to move this program along.

CITY OF READING POLICE PATROLS – RHA signed a five-year Police contract with the City of Reading based on the new hourly rate and we have sent it down to HUD. HUD had decided, as I mentioned before, that we could not have an indefinite contract with the City of Reading for the Police Services. In fact, I received a letter regarding this issue in which they informed me that since it was noted in a Handbook that contracts cannot be more than five years was or is considered "Mandatory Guidance". While I disagree with their interpretation of the regulations and other issues, it was and/or is not worth bothering about and is the reason we have done as they asked.

FHEO/DOJ STATUS – RHA submitted the final plan to HUD for the development and HUD approved the submission. As a result, we have advertised for contractors. It is expected that this will go to either the February or March Board meeting, as I am not sure exactly how and when it will be ready to go before the Board. The reason is that it is linked to when and how the funding for this project will be structured.

As I noted before, our intent is to use the funds from our 2010 Capital Fund to pay for these units. The issue at hand is that the funding cycle and availability of the Capital Funds is not quite in sync with when we will be signing the contracts for this project. It is my plan to borrow or identify funds from other sources from which we can "Borrow" and then repay when the Capital Fund monies are received. In this way, the project moves along and is not held up. I should also note the agreement with the DOJ states that RHA "Commits to construct at least two units within the two years of the effective date of this agreement". It is my opinion, we are more than committed by advertising, accepting bids and all we need to begin construction is funding.

Given circumstances, we have met the requirements of the DOJ agreement and all five units will be completed this year rather than the expected two units as noted in the agreement.

GOGGLE WORKS APARTMENTS – I am happy to report that this project has started and is expected to be completed in April of 2012. Due to RHA's responsibility regarding the building and the Section 8 Vouchers, we will attend the construction meetings as part of our responsibilities.

PUBLIC HOUSING HOMEOWNERSHIP – Total units sold 46, with 4 remaining, (2 occupied and 2 vacant). I still have not heard from our Public Housing Representative concerning the Board's interest in disposing of the remaining scattered site units. Despite this, we continue to work towards selling these units.

525 LANCASTER AVE BUILDING – The status of this project has changed as a private developer signed a sale agreement with the owner. This is scheduled to close in February and we wish them well in this endeavor. I have not heard as yet whether the bank has accepted the offer and will keep you posted on any changes.

SYLVANIA HOMES ANNUALIZED OCCUPANCY RATE %

2005	2006				2007				2008				2009				2010			
Dec	Mar	June	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec
93.9	92.7	92.6	93.2	94.8	96.1	95.9	95.1	94.0	93.8	94.9	96.2	97.8	97.8	96.9	97	96.6	96.6	96.9	97.3	97.2

Sylvania is 97.2% leased up and are doing well in this area.

ARTIST HOUSING – There has been no change in the status of this program as yet, though there has been discussion that some of the housing for the NSP program can be used for artist housing in some way. This will be an ongoing program as we go forward.

SECTION 8 ANNUALIZED UTILIZATION (%) RATE

2005	2006				2007				2008				2009				2010			
Dec	Mar	June	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec
94.2	93.9	95.8	99.2	100.5	99.2	97.9	96	95.7	94.2	94.4	96.2	98.1	98.2	99.5	97.9	95.8	94.5	93.2	92.1	91.3

The leasing rate for the last quarter is 91.3%. Please note the waiting list has been exhausted and we have advertised this and have received many applications. However, as we noted before, only 250 were randomly selected and letters which have applications were sent to these people and the first ones to come back were placed on the list.

To date, RHA has sent letters on 09/22/2010 asking them to come in for the first interviews for the Section 8 Vouchers and is the first step in becoming a voucher holder. Interestingly enough, we still have not received all of the applications from the people who were randomly selected and unless we get something back, they will not be served.

PUBLIC HOUSING ANNUALIZED OCCUPANCY RATE (%)

2006				2007				2008				2009				2010			
Mar	June	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec
97.2	97.4	97.3	97.3	97.5	98.1	98.2	98.3	98.4	98.4	98.4	98.4	98.5	98.6	98.7	98.8	98.8	98.8	98.9	98.8

The annualized vacancy rate for the last quarter shows a good leasing rate and translates into vacancy rate of 1.2% for RHA. This continues to be a decent occupancy rate even though it is slightly higher than the previous quarter. We continue to monitor our progress in this area and work towards improving the leasing rate, while everyone strives to attain 100% leasing rate.

ACCOUNTS RECEIVABLE (ANNUALIZED QUARTERLY) – PUBLIC HOUSING

2006				2007				2008				2009				2010			
Mar	June	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec	Mar	Jun	Sept	Dec
3.2	2.6	3.1	2.4	2.9	1.8	2.5	2.5	1.8	1.7	1.9	2.3	2.10	2.3	2.5	3	3	2.90	2.80	3

The Tar's are a slightly less this quarter, but we still need to work on this area. Staff is working hard to reduce these amounts in hopes to get them to a more reasonable level.

NEIGHBORHOOD STABILIZATION PROGRAM (NSP) – The City of Reading is the lead agency and RHA are partners in this project along with Our City Reading Inc. Currently, houses have been identified, appraisals have been received and offers are being made. An issue has come about in that some of the owners hear this is a government program and they increased the price to the point it is above the appraised value. This has been a factor in delaying the acquisition of some properties, because of the funding limitations and the amounts people want for their properties.

This project is moving along, but not as fast as expected. Though I believe it will move along faster in the coming months as the process evolves. I do not have any updates on this project.

Vacant Unit Report for the Current Month

	Units Scheduled <u>To Be Leased</u>	Unit Accepted By <u>Eligible Applicant</u>	Unit Scheduled <u>Transfer</u>	Unassigned <u>Units</u>	Total Vacant <u>Units</u>
Glenside	2	0	1	0	3
Hensler	0	1	2	0	3
Oakbrook	4	0	1	3	8
Franklin	0	0	0	0	0
Kennedy	0	1	0	0	1
Rhodes	0	1	1	0	2
Eisenhower	0	1	0	1	2
Hubert	1	0	0	0	1
Total Conventional					
Public Housing	7	4	5	4	20
Scattered Sites	0	0	0	2	2
Sylvania Homes	2	1	0	0	3
River Oak	0	1	0	1	2
726 N. 11 th Street	0	0	0	1	1
Total	9	6	5	8	28

Our current occupancy rate is high at 98.7% for Public Housing and has not changed since November so we need to focus on this a little bit so we do a little better. However, the leasing rate for all of our units we manage (a total of 1800+) units our leasing rate comes to 98.45% In addition, of the 28 vacant units, 9 are scheduled to be leased, 6 have been accepted by applicants and 5 are transfers.

This leaves a total of 8 units that have not been assigned and staff is in the process of assigning them and maintenance is rehabilitating the units. Please note the transfer units are ones which in most cases are one in which the occupants are either over housed or under housed and need to be moved to a more appropriate size unit. In some cases there may be other factors whereby a unit transfer is appropriate and are done on a case by case basis.

CITY WIDE RESIDENT COUNCIL (CWRC) – I have not heard much since they were funded and we provided the use of the office space at Kennedy. I am sure they are working very hard at this time in organizing themselves and hope to give you an update by the next Board meeting.

DEVELOPMENT WAITING LIST STATUS

<u>Bedroom Size</u>	<u>P/H</u>	<u>Contacting</u>	<u>Waiting Period</u>	<u>Sylvania</u>	<u>River Oak</u>
Studio	92	01/09	24-30 months	N/A	N/A
One Bedroom-Family/Elderly	209	04/09	24-30 months	6	N/A
Two Bedroom Family	147	08/08	24-30 months	19	3
Three Bedroom Family	151	03/08	36 months	14	20
Four Bedroom Family	16	08/07	36 months	9	N/A
Five Bedroom Family	22	12/10	12-18 months	N/A	N/A
<u>Total</u>	637			48	23

The waiting list is fairly long and a little different as we were reporting different things regarding the waiting list and now we have everyone who is on the waiting list and is accurate.

HONORING SENATOR O’PAKE – A Board member has indicated interest in naming something after Senator O’Pake and I have put this on the agenda for discussion. I have also been working with the City to change the name of Avenue “A” to “Senator Michael O’Pake Avenue” and the City has indicated they are would be interested in making this change. Senator O’Pake has always been a friend and supporter of RHA and especially Glenside and I believe this is a real tribute to him.

In relation to changing the street name, the Post Office runs both addresses for 15 months, this means for 15 months either address can be used and the letter and or parcels will get there. I am sure that after 15 months everyone will have sufficient time to adjust, change and get used to the new street name.

I have put this on the agenda for Board discussion.

RENTAL ASSISTANCE FOR NON-ELDERLY PERSONS WITH DISABILITES VOUCHER APPLICATION – I am sorry to inform the Board we were again unsuccessful in this application. From what I can gather from the letter, our application was and had everything required to be considered for this program. However, there were 142 applications received and HUD only funded 28 based on a lottery system. It appears ours was not one of the applications selected as part of the lottery system.

We will continue to apply in the hopes ours will someday be selected in the HUD lottery.

ENERGY SAVINGS PROGRAM WITH HONEYWELL – An important part of the Energy Saving Program initiative with Honeywell has been to educate and engage residents in the process. To date, our ‘Resident Trainers’ continue to go door-to-door and work with every family in every unit. Trainers also do group presentations to each of our 7 resident councils and will continue to do this for our residents.

As part of the energy savings program, a calendar was developed and we have included one for your use in the Board packet. This was developed through a contest of the kids at the different developments and it turned out very well.

As part of the next phase of the Honeywell energy savings, we have included funding to continue with the educational component for the next two years. It is our belief, that a large portion of the energy savings will result from the cooperation of the residents and is the reason we want to continue with the educational aspect of the program. We feel it has been a great success and wish to continue with that success.

In the second phase of the energy savings program, we hope to include some or all of the following work items: new doors at Oakbrook, new cameras at all of our developments, the cogeneration at Glenside, site lighting, HVAC controls at various development and other items as the energy savings are identified and incorporated into the work items.

MUNICIPAL HEALTH POOL SEMINAR – We met with the people from this Municipal Health Pool and they are working on a possible program but will not be able to get one to us till March of next year. So this will have to be put on hold till then. I will keep you informed of any changes in this as they develop.

ANNUAL EMPLOYEE MEETING – The annual meeting was very successful; everyone enjoyed the event. We were able to get all employees together to meet each other. It was helpful towards team building with our employees. With the scattered nature of our developments, there is not that much interaction between employees who work at the High Rises, Oakbrook, Glenside and the various departments. This event permits them to interact with each other and wish we could do more.

All in all, this was a good event and brought the employees together. We appreciate the Board letting this event to continue.

STAFF TRAINING – The Nan-McKay Section 8 Voucher training for all staff in the Section 8 Department and went very well and should help the department increase its efficiency and be a more program to our participants and landlords.

RHA AUDIT – RHA's annual audit was completed and there were no audit findings. Overall, though, there were some observations regarding some of our reporting on River Oak and we will be working on correcting that in the coming year. Also, we appear to be in good shape and this is reflected in the audit. However, given the situation with the Federal Government and funding, it is going to be interesting and perhaps challenging in the coming years.

From what I have heard, the funding levels for the coming years will not be where they have been, so we can only wait and see what our future funding levels will be.

MEETINGS

- Workforce Investment Board
- ACT 47 Housing Meeting.

A motion was made by Mr. De Leon and second by Mrs. Acosta, to accept the report of the Executive Director. The motion was carried unanimously.

The following Resolution was read and considered:

RESOLUTION NO. 5521

RESOLUTION AUTHORIZING THE HIRING OF AN ASSISTANT PROPERTY MANAGER.

BE IT RESOLVED AND IT HEREBY IS RESOLVED by the Reading Housing Authority:

1. THAT Thomas A. Campbell, Jr. be hired as an Assistant Property Manager at an hourly rate of \$18.71, for a probationary period of 180 days in accordance to the rules and regulations of the State Civil Service Commission of Pennsylvania.

2. THIS Resolution shall be effective January 12, 2011.

Mrs. Acosta introduced and moved the adoption of the Resolution as read, and which motion was second by Mr. De Leon, and upon roll call the Ayes and Nays were as follows:

Ayes: Mrs. Rebecca Acosta
Mr. Nelson De Leon
Rev. Steven Belinski

Nays: None

The Acting Chairman thereupon declared the said motion carried and the said Resolution adopted:

The following Resolution was read and considered:

RESOLUTION NO. 5522

RESOLUTION APPROVING A REGULAR STATUS
ASSISTANT PROPERTY MANAGER.

WHEREAS, probationary period of 180 days for Mildred Ruiz ends January 2, 2011, in accordance with the rules and regulations of the Civil Service Commission of the State of Pennsylvania.

NOW, THEREFORE, BE IT RESOLVED AND IT HEREBY IS RESOLVED by the Reading Housing Authority:

1. THAT Mildred Ruiz is approved as a regular status Assistant Property Manager.
2. THIS Resolution shall be effective January 3, 2011.

Mr. De Leon introduced and moved the adoption of the Resolution as read, and which motion was second by Mrs. Acosta, and upon roll call the Ayes and Nays were as follows:

Ayes: Mrs. Rebecca Acosta
Mr. Nelson De Leon
Rev. Steven Belinski

Nays: None

The Acting Chairman thereupon declared the said motion carried and the said Resolution adopted:

The following Resolution was read and considered:

RESOLUTION NO. 5523

RESOLUTION APPROVING A REGULAR STATUS
FISCAL ASSISTANT.

WHEREAS, probationary period of 180 days for Deborah L. Wyatt ends January 1, 2011, in accordance with the rules and regulations of the Civil Service Commission of the State of Pennsylvania.

NOW, THEREFORE, BE IT RESOLVED AND IT HEREBY IS RESOLVED by the Reading Housing Authority:

1. THAT Deborah L. Wyatt is approved as a regular status Fiscal Assistant.
2. THIS Resolution shall be effective January 2, 2011.

Mrs. Acosta introduced and moved the adoption of the Resolution as read, and which motion was second by Mr. De Leon, and upon roll call the Ayes and Nays were as follows:

Ayes: Mrs. Rebecca Acosta
Mr. Nelson De Leon
Rev. Steven Belinski

Nays: None

The Acting Chairman thereupon declared the said motion carried and the said Resolution adopted:

The following Resolution was read and considered:

RESOLUTION NO. 5524

RESOLUTION APPROVING A REGULAR STATUS
CLERK TYPIST 2.

WHEREAS, probationary period of 180 days for Lourdes Gonzalez ends January 28, 2011, in accordance with the rules and regulations of the Civil Service Commission of the State of Pennsylvania.

NOW, THEREFORE, BE IT RESOLVED AND IT HEREBY IS RESOLVED by the Reading Housing Authority:

1. THAT Lourdes Gonzalez is approved as a regular status Clerk Typist 2.
2. THIS Resolution shall be effective January 29, 2011.

Mr. De Leon introduced and moved the adoption of the Resolution as read, and which motion was second by Mrs. Acosta, and upon roll call the Ayes and Nays were as follows:

Ayes: Mrs. Rebecca Acosta
Mr. Nelson De Leon
Rev. Steven Belinski

Nays: None

The Acting Chairman thereupon declared the said motion carried and the said Resolution adopted.

The following Resolution was read and considered:

RESOLUTION NO. 5525

RESOLUTION APPROVING A REGULAR STATUS
CLERK TYPIST 2.

WHEREAS, probationary period of 180 days for Nydia Staples ends January 21, 2011, in accordance with the rules and regulations of the Civil Service Commission of the State of Pennsylvania.

NOW, THEREFORE, BE IT RESOLVED AND IT HEREBY IS RESOLVED by the Reading Housing Authority:

1. THAT Nydia Staples is approved as a regular status Clerk Typist 2.
2. THIS Resolution shall be effective January 22, 2011.

Mrs. Acosta introduced and moved the adoption of the Resolution as read, and which motion was second by Mr. De Leon, and upon roll call the Ayes and Nays were as follows:

Ayes: Mrs. Rebecca Acosta
Mr. Nelson De Leon
Rev. Steven Belinski

Nays: None

The Acting Chairman thereupon declared the said motion carried and the said Resolution adopted.

The following Resolution was read and considered:

RESOLUTION NO. 5526

RESOLUTION APPROVING A REGULAR STATUS
CLERK TYPIST 2.

WHEREAS, probationary period of 180 days for Maria E. Texidor ends January 28, 2011, in accordance with the rules and regulations of the Civil Service Commission of the State of Pennsylvania.

NOW, THEREFORE, BE IT RESOLVED AND IT HEREBY IS RESOLVED by the Reading Housing Authority:

1. THAT Maria E. Texidor is approved as a regular status Clerk Typist 2.
2. THIS Resolution shall be effective January 29, 2011.

Mr. De Leon introduced and moved the adoption of the Resolution as read, and which motion was second by Mrs. Acosta, and upon roll call the Ayes and Nays were as follows:

Ayes: Mrs. Rebecca Acosta
Mr. Nelson De Leon
Rev. Steven Belinski

Nays: None

The Acting Chairman thereupon declared the said motion carried and the said Resolution adopted.

The following Resolution was read and considered:

RESOLUTION NO. 5527

RESOLUTION AUTHORIZING THE HIRING
OF A PART-TIME STREET CLEANER.

BE IT RESOLVED AND IT HEREBY IS RESOLVED by the Reading Housing Authority:

1. THAT Roberto J. Gonzalez be hired as a part-time street cleaner at the rate of \$7.25 per hour.
2. THIS Resolution shall be effective December 13, 2010.

Mrs. Acosta introduced and moved the adoption of the Resolution as read, and which motion was second by Mr. De Leon, and upon roll call the Ayes and Nays were as follows:

Ayes: Mrs. Rebecca Acosta
Mr. Nelson De Leon
Rev. Steven Belinski

Nays: None

The Acting Chairman thereupon declared the said motion carried and the said Resolution adopted.

The following Resolution was read and considered:

RESOLUTION NO. 5528

RESOLUTION POST APPROVING TRAVEL TO
PHILADELPHIA, PA, TO ATTEND A CAPITAL IMPROVEMENT FUND
SEMINAR BY NAN MCKAY AND ASSOCIATES, INC.,
HELD JANUARY 20-21, 2011.

BE IT RESOLVED AND IT HEREBY IS RESOLVED by the Reading Housing Authority:

1. THAT post approval be given to Fred Prutzman for travel to Philadelphia, PA, to attend a Capital Improvement Fund Seminar by Nan McKay and Associates, Inc., held January 20-21, 2010.
2. THIS Resolution shall be effective January 25, 2011.

Mr. De Leon introduced and moved the adoption of the Resolution as read, and which motion was second by Mrs. Acosta, and upon roll call the Ayes and Nays were as follows:

Ayes: Mrs. Rebecca Acosta
Mr. Nelson De Leon
Rev. Steven Belinski

Nays: None

The Acting Chairman thereupon declared the said motion carried and the said Resolution adopted.

The following Resolution was read and considered:

RESOLUTION NO. 5529

RESOLUTION APPROVING THE ADOPTION OF
THE RIVER OAK APARTMENTS RENTAL AMOUNTS.

BE IT RESOLVED AND IT HEREBY IS RESOLVED by the Reading Housing Authority:

1. THAT the following rents will be charged at River Oak Apartments effective April 1, 2011:

2 Bedroom - \$651.00
3 Bedroom - \$755.00
2. THIS Resolution shall be effective April 1, 2011.

Mrs. Acosta introduced and moved the adoption of the Resolution as read, and which motion was second by Mr. De Leon, and upon roll call the Ayes and Nays were as follows:

Ayes: Mrs. Rebecca Acosta
Mr. Nelson De Leon
Rev. Steven Belinski

Nays: None

The Acting Chairman thereupon declared the said motion carried and the said Resolution adopted.

The following Resolution was read and considered:

RESOLUTION NO. 5530

RESOLUTION APPROVING THE ADOPTION OF
THE SYLVANIA HOMES RENTAL AMOUNTS.

BE IT RESOLVED AND IT HEREBY IS RESOLVED by the Reading Housing Authority:

1. THAT the following rents will be charged at Sylvania Homes effective April 1, 2011:

1 Bedroom – \$597.00
2 Bedroom - \$723.00
3 Bedroom - \$850.00
4 Bedroom - \$978.00

2. THIS Resolution shall be effective April 1, 2011.

Mr. De Leon introduced and moved the adoption of the Resolution as read, and which motion was second by Mrs. Acosta, and upon roll call the Ayes and Nays were as follows:

Ayes: Mrs. Rebecca Acosta
Mr. Nelson De Leon
Rev. Steven Belinski

Nays: None

The Acting Chairman thereupon declared the said motion carried and the said Resolution adopted.

The following Resolution was read and considered:

RESOLUTION NO. 5531

RESOLUTION REVISING APPENDIX A, FLAT RENTS,
OF THE ADMISSIONS AND CONTINUED OCCUPANCY
POLICY [ACOP] FOR PUBLIC HOUSING.

BE IT RESOLVED AND IT HEREBY IS RESOLVED by the Reading Housing Authority:

1. THAT Appendix A, Flat Rents, of the Admissions and Continued Occupancy Policy [ACOP] for Public Housing is hereby revised.

Copy of the revised Flat Rents is attached.

2. THIS Resolution shall be effective April 1, 2011.

Mrs. Acosta introduced and moved the adoption of the Resolution as read, and which motion was second by Mr. De Leon, and upon roll call the Ayes and Nays were as follows:

Ayes: Mrs. Rebecca Acosta
Mr. Nelson De Leon
Rev. Steven Belinski

Nays: None

The Acting Chairman thereupon declared the said motion carried and the said Resolution adopted.

The following Resolution was read and considered:

RESOLUTION NO. 5532

RESOLUTION AUTHORIZING THE PAYMENT IN LIEU
OF TAXES FOR PROJECTS PA-9-1, 2, 3, 4, 5, 6, 8, 10, 14, AND 15,
CONTRACT W-66 FOR THE FISCAL YEAR
ENDED MARCH 31, 2010.

BE IT RESOLVED AND IT HEREBY IS RESOLVED by the Reading Housing Authority:

1. THAT a Payment in Lieu of Taxes be made to the City of Reading, in the amount of \$204,617.25 to be dispersed proportionately among the City of Reading, the Reading School District, and the County of Berks, for the PHA Owned Rental Housing Federally Subsidized, Contract W-66, Projects PA-9-1, 2, 3, 4, 5, 6, 8, 10, 14, and 15, for fiscal year of the Reading Housing Authority ended March 31, 2010.

2. THIS Resolution shall be effective immediately.

Mrs. Acosta introduced and moved the adoption of the Resolution as read, and which motion was second by Mr. De Leon, and upon roll call the Ayes and Nays were as follows:

Ayes: Mrs. Rebecca Acosta
Mr. Nelson De Leon
Rev. Steven Belinski

Nays: None

The Acting Chairman thereupon declared the said motion carried and the said Resolution adopted.

The following Resolution was read and considered:

RESOLUTION NO. 5533

RESOLUTION AUTHORIZING THE READING HOUSING AUTHORITY
TO APPLY FOR AN AMERICAN RECOVERY AND
REINVESTMENT ACT (ARRA) COMPETITIVE GRANT
FOR COGENERATION EQUIPMENT.

BE IT RESOLVED AND IT HEREBY IS RESOLVED by the Commissioners of the Reading Housing Authority:

1. THAT the Reading Housing Authority is authorized to apply for an American Recovery and Reinvestment Act (ARRA) Competitive Grant for Cogeneration equipment.
2. THIS Resolution shall be effective January 25, 2011.

Mr. De Leon introduced and moved the adoption of the Resolution as read, and which motion was second by Mrs. Acosta, and upon roll call the Ayes and Nays were as follows:

Ayes: Mrs. Rebecca Acosta
Mr. Nelson De Leon
Rev. Steven Belinski

Nays: None

The Acting Chairman thereupon declared the said motion carried and the said Resolution adopted.

The following charge-offs were presented for Glenside Homes, Hensler Homes, Oakbrook Homes, Kennedy Towers, Rhodes Apts., Hubert Apts., Sylvania Homes, and River Oak Apts.:

CHARGE-OFFS

9	Glenside Homes PA-9-1	\$ 4,112.03	
3	Hensler Homes PA -9-2	1,230.48	
24	Oakbrook Homes PA-9-3	27,176.86	
2	Kennedy Towers PA-9-5	827.40	
1	Rhodes Apts. PA-9-6	166.60	
4	Hubert Apts. PA-9-10	1,356.58	
1	Sylvania Homes P-15	483.49	
1	River Oak Apts.	2,631.75	
45	Gross Charge-Offs		<u>\$ 37,985.19</u>

RECOVERIES

Glenside PA-9-1	\$ 199.43
Hubert Apts PA-9-10	523.80
Oakbrook Homes PA-9-3	1,339.95
Franklin Tower PA-9-4	194.87
Rhodes Apts PA-9-6	129.88

Gross Recoveries	\$ <u>2,387.93</u>
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CHARGE-OFFS NET OF RECOVERIES	\$ 35,597.26
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24 Accounts Charged Off Due to Eviction	\$ 29,803.22
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Delinquent accounts with an amount of less than \$75.00, of tenants who decease or leave public housing and enter a nursing home or public health care facility are not to be sent to the collection agency.

All delinquent accounts of Federal Low-Income Housing and Sylvania Homes Middle-Income Housing shall be collected in a manner that is consistent with the applicable Federal Rent Collection Policy.

A motion was made by Mrs. Acosta second by Mr. De Leon to concur with the recommendation to write the potential uncollectible amount off the books. This motion was carried unanimously.

There being no further business to come before the Commissioners, a motion was made by Mrs. Acosta and second by Mr. De Leon, to adjourn the meeting. The motion was carried unanimously.

The next regular meeting of the Reading Housing Authority is scheduled to be held at William W. Willis Center for Administration, 400 Hancock Boulevard, Reading, Pennsylvania on Tuesday, February 22, 2011, at 5:00 p.m.

Recording Secretary